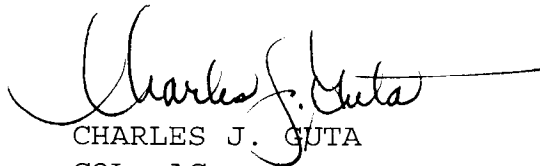# FORSCOM Contracting Semiannual Review FY 98

April 1998

Semiannual Review
For FY 98

We have completed the first semiannual review of the action
items we are undertaking to accomplish our Strategic Plan.
Each action officer and team leader met with management to
assess status of their action item(s). Management
reassessed each action item based on priorities, progress,
impediments, and expectations. In some cases, management
provided additional guidance.

The Summary of Action Items Report has been updated to
reflect the progress of each Action Item and the next
milestone associated with the action.

As a result of the assessment we have further refined some
of the tasks and have added seven additional tasks to our
plan. These additional tasks have been assigned to action
officers and will be included in their evaluation support
forms. The refinement and addition of these tasks further
support our strategic goals, vision and mission.

CHARLES J. GUTA
COL, AC
Principal Assistant Responsible
   for Contracting

Summary of Action Items

Item	Status	Title	Strategic Goal	Core Process	Priority	Action Officer and Sponsor	Next Milestone	Action
1	GRN	Best Value Training for Contracting Officers	4	d.2	1	Libby / Toni	30-Sep-98	Revise
2	GRN	Source Selection Training	4	d.1	1	Libby / Toni	15-Jul-98	Revise
3	GRN	Source Selection Streamlining Initiatives	6	d.1	1	Susan / Libby	31-Jul-98	DIP
4	GRN	Market Survey Handbook/Training	4	c.4	1	Judith / Toni	30-Jun-98	DIP
5	GRN	Automation Tools (IT)	10	b.6	1	Roy / Toni	30-Jun-98	Maintain
6	GRN	Strategic/Annual Plan (ARIP)	6	a.2	1	Judy / Toni	30-Jun-98	Maintain
7	GRN	Commercial Items Acquisition	6	d.4	1	Judy / Toni	30-May-98	Maintain
8a	GRN	Commercial Activities (CA) Program Strategy	6	b.9	1	Gail / Libby	30-Aug-98	Implement
*8b	GRN	Establish/Maintain CA Homepage	6	b.9	1	Gail / Libby	30-Aug-98	Maintain
*8c	GRN	Establish CA Milestone Chart	6	b.9	1	Gail / Libby	30-Aug-98	DIP
*8d	GRN	Spreadsheet to track TDY costs	6	b.9	1	Gail / Libby	30-Jun-98	Develop
*8e	GRN	Establish "Chat Room"	6	b.9	1	Gail / Libby	30-Aug-98	Develop
*8f	GRN	AACC/Polk Implementation Plan	6	b.9	1	Gail / Libby	1-May-98	DIP
9	GRN	Force XXI Contracting	8	a.2	1	Toni	15-Jul-98	Maintain
10	GRN	Past Performance Program	7	e.4	1	Bev / Toni	30-May-98	DIP
11	GRN	Task Order Contracts	6	a.2	1	Sandi / Libby	30-Aug-98	DIP
12	GRN	Cost Benefit Tracking System	6	b.6	1	Joan / Bev	15-May-98	DIP
13	GRN	PWS & Perf Based Tng for Customers	2	f.1	1	Carol / Bev	30-Jun-98	DIP
14	GRN	Activity Based Costing	6	a.2	1	Brenda/ Toni	30-Jun-98	Maintain
15	GRN	Acquisition Reform Training	4	a.2	1	Judy / Toni	30-Jul-98	Maintain
16	GRN	Contracting Workshop	4	a.2	1	Brenda/ Toni	30-Jul-98	P&C
17	GRN	Electronic CILs and Correspondence	10	b.6	1	Clyde / Toni	30-Jun-98	DIP
18	GRN	IMPAC Program	6	b.8	1	Pat / Toni	30-Apr-98	Maintain
19	GRN	Acquisition in major projects procedures	2	b.1	1	Judith / Toni	30-Jun-98	Develop
20	GRN	Contracting Division Homepage	10	b.6	1	Irene / Bev	30-May-98	Maintain
21	GRN	Quality Assurance "Best Practices" Guide	7	e.4	1	Julie / Bev	30-May-98	R&P
22	GRN	Independent Govt Estimate Training	6	c.3	1	Judith / Toni	31-May-98	P&C
23	GRN	Alternate Disputes Resolution Program	6	h.3	1	Steve / Bev	31-Jul-98	DIP
24	GRN	Formalized Partnering	7	e.1	1	Bev / Toni	5-Jun-98	DIP
25	GRN	Installation Business Centers	9	a.2	1	Bev / Toni	30-May-98	DIP
26	GRN	Acquisition Planning	2	b.1	2	Alan / Toni	31-Jul-98	DIP
27	GRN	Improve Nonappropriated Fund Contracting	6	f.4	2	Brenda/ Toni	30-Jun-98	Innovate
28	GRN	Alternative Surveillance Methods	7	e.4	2	Carol / Bev	30-May-98	DIP
29	GRN	Career Proponency	4	b.3	2	Clyde / Toni	15-May-98	Maintain
30	GRN	Contracting Officer Qualifications	4	b.3	2	Clyde / Toni	30-Jun-98	Maintain
31	GRN	Prototype Cont Admin Plan / Training	2	e.1	2	Joan / Bev	10-Jun-98	Develop
32	GRN	Past Performance Ed for Customers & Contractors	7	f.3	2	Joan / Bev	30-May-98	P&C
33	GRN	IDIQ for Other Agencies	8	a.2	2	Judith / Toni	31-Jul-98	DIP
34	GRN	Quality Assurance Training Module	7	e.4	2	Julie / Bev	30-Jun-98	P&C
35	GRN	Contract Management Review Process/Guide	6	c.2	2	Pat / Toni	17-Jun-98	R&P
36	GRN	Service Order Contracts	6	a.2	2	Steve / Libby	1-Oct-98	DIP

Summary of Action Items

Item	Status	Title	Strategic Goal	Core Process	Priority	Action Officer and Sponsor	Next Milestone	Action
37	GRN	Capital Venture Initiative Projects	6	a.2	2	Susan / Libby	31-Jul-98	Maintain
38	GRN	Awards System	4	a.2	2	Judith / Toni	31-Aug-98	DIP
39	GRN	Publish revised Award Fee Handbook	7	e.1	3	Joan / Bev	30-Jun-98	R&P
40	GRN	Prototype Quality Assurance Plan	7	e.4	3	Julie / Bev	30-Jul-98	Develop
41	GRN	FORSCOM FAR Supplement	6	b.2	3	Judy / Toni	15-Jun-98	R&P
42	GRN	ISO 9000 Program	7	e.4	4	Carol / Bev	15-May-98	DIP
43	GRN	Freedom of Information Act Policy	6	h.4	4	Julie / Bev	30-Jun-98	R&P
*44	GRN	CA/QA Metrics	3	e.1-6	1	Carol / Bev	30-May-98	Develop
*45	GRN	LOGJAMSS Contract Support to AACC	8	b.1	1	Judith / Toni	30-Jun-98	Maintain
		*New Tasks						

PRIORITIES

1: Critical -- expect significant progress in the next six months.

2: Important -- expect progress in the next six months.

3: Desirable -- expect progress in the next six months. milestones may stretch due to higher priority tasks.

4: Elective -- may make progress, depending on other workload.

ACTIONS

Develop: Create a program, plan, publication, etc.

DIP: Develop, Implement and Publish guidance

Implement: Put the plan or program into action

Innovate: Come up with a new idea for improvement

Maintain: Monitor, oversee, identify & resolve issues

P&C: Plan and Conduct

R&P: Revise and Publish

Revise: Update previous plan, program or

STATUS

Green: Action is on track for next milestone

Amber: Action is anticipated to miss the next milestone or there may be a significant impediment developing

Red: Action has significantly missed next milestone or a significant impediment prevents progress